

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

13 October 2003

PRESENT: Cynthia A. Herman, Vice-Chairman
Noreen A. O'Connell, Member
Gary Daniels, Member
Len Mannino, Member
Katherine E.L. Chambers, Town Administrator
Darlene J. Bouffard, Recording Secretary

EXCUSED: Nancy Amato, Chairman

1. CALL TO ORDER: Vice-Chairman Herman called the meeting to order at 5:30 p.m.

2. MINUTES: The minutes of the September 18, 22 & 29 and October 1 & 4, 2003 meetings were presented to Vice-Chairman Herman for review. Selectman Daniels requested a change to the September 29 minutes, on line 30 to change to read " . . . asked to meet." Selectman Daniels motioned to approve the amended minutes. Selectman O'Connell seconded. All members were in favor.

3. REPORTS OF BOARDS & SPECIAL COMMITTEES:

- **Board of Selectmen Goals.** Town Administrator Chambers asked where the Board of Selectmen's goal for the Personnel Study stood. Vice-Chairman Herman responded that she and Ruth Bolduc, Human Resources Director, needed to make sure the Board had all the information needed to review the data, and that more information would follow at the next Board of Selectmen's meeting. Selectman O'Connell indicated, in the future, there might be some change to the form of Town government needed and she would like to see it on a Warrant Article, with or without money, just to allow people to understand that it might be something that was coming down the pike. Vice-Chairman Herman suggested a committee be set up. Selectman Daniels recommended including people from both sides of the issue on that committee. Vice-Chairman Herman indicated the Facilities Committee has done a great job of laying out the options and this committee could follow suit - this will be a study group. Town Administrator Chambers suggested the Board of Selectmen think about it, and then determine the size of the committee and have to go about finding / choosing members.

- **DO-IT Committee.** It was noted the Pumpkin Festival was very successful. Selectman O'Connell indicated she had tried to get rough figures prior to tonight's meeting, but everyone was still in the process of reorganizing following the festival - the numbers were not tallied yet. The waffle breakfast held during the Festival grossed \$1,500, which was a lot more than last year, and it was noted a couple of vendors had to leave early Saturday because they ran out of products to sell.

- **Recycling Committee.** There was a meeting October 1, but there was nothing new to report.

- **Recreation Commission.** There will be a meeting on Thursday, October 16, at the DPW Conference Room.

- **Regional Water District.** It was noted Chairman Amato attended the last meeting and reported to Vice-Chairman Herman that they told Nashua they needed to come back with something firm. If Nashua decides there is a problem and they do not come to an agreement with the Water District Committee, there may be no charter. The Aldermen in Nashua need to give the District a yes or no.

- **Merton Group.** See tonight's 6:45 appointment.

- **Solid Waste Committee.** There was nothing new to report.

- **NRPC Update.** Vice-Chairman Herman reported there was another accident on Route 101 on Sunday at the Phelan Road intersection; she sent an email to the State to report it. Selectman Mannino noted he had spoken with Chief Douglas regarding the Route 101 improvements, and he reported the Town was authorized money for portable, computerized highway signs for 101, but they have not been received yet. The Chief is awaiting a response from the sign

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people. Vice-Chairman Herman will follow up on the status of the electrical signboards, which were approved. Carol Murray, Commissioner of the NH DOT, told selectman O'Connell the signs were on the way. Town Administrator Chambers indicated the other issue was what would be put on the sign (the wording). There was an issue with the words on the signs. The Federal standards had to be followed; the Chief asked for those standards but had not been able to find anyone who knew what they were. Selectman Mannino also added that in addition to displaying warnings, these signs could take in data on traffic flow, count, etc. which could be used by the Traffic Safety Committee.

- **Impact Fee Committee.** There was nothing new to report.

- **Planning Board.** Selectman O'Connell indicated Tuesday night's meeting would be a work session on growth management and the Sign Ordinance. The Public Hearing for the Capital Improvements Plan (CIP) will be October 28.

- **Conservation Commission.** There was nothing new to report.

- **Community Town Wide Planning Facilities Committee (CTWPF).** There was nothing new to report.

- **School Board.** It was noted the parking spaces at the High School are getting paved.

Sue Boore has resigned from the School Board and at the next meeting there will be a replacement appointed. If the School Board cannot agree on a replacement, it falls back on the Board of Selectmen to appoint someone.

- **Heritage Commission.** There is a meeting next Monday, October 20.

- **Personnel Committee.** Some follow up is in process and will be combined with the personnel survey when brought before the Board of Selectmen.

- **MIDC.** See first item under New Business of tonight's agenda.

- **Zoning Board.** There is a meeting Thursday, October 16.

There were no other reports for this evening.

4. APPOINTMENTS:

- **5:30 p.m. - Non-Public Session - Personnel.** This appointment was cancelled.

- **6:00 p.m. - Opening of Sealed Fuel Oil Bids.** Vice-Chairman Herman opened the sealed fuel bids in the public meeting and announced the following bids:

Draper Fuel	\$ 0.8395 per gallon
	\$ 0.061 transportation cost
	90.05 cents final cost per gallon
Irving Fuel	\$ 0.83 per gallon
	\$ 0.0999 transportation cost
	\$ 0.9299 net cost

These bids will be referred to the DPW Director to make a recommendation at the next Board of Selectmen's meeting.

- **6:05 p.m. - North River Road Athletic Fields.** Reginald Walker, President of Milford Community Athletic Association (MCAA), and Bill McKinney, Vice President of MCAA, were in attendance to present the proposed resolution to the complaints by abutters regarding lighting and traffic/congestion concerns. Vice-Chairman Herman asked if any conversations had taken place with the abutters? Mr. McKinney explained a meeting was held on October 1 with Ms. Liane Schubring, Executive Director of Souhegan Home & Hospice Care, Mr. Ranck, and, Beverly Robinson, St. Joseph Hospital General Counsel.

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It was noted the lighting was not as much of an issue with the Souhegan Home & Hospice Care as the parking was and that the benefit of additional lighting was to split out programs to alleviate the parking issues. MCAA is running two or three, sometimes four games at the same time and is trying to find a way to get down to just two games at one time. Another issue is traffic flow into the parking lot. If the traffic flow could be improved, the parking would be smoother. It was noted moving the entrance into the parking lot as been discussed as a possible solution as well.

Vice-Chairman Herman asked about the lighting and the concerns of the abutters, had they been addressed? Mr. McKinney noted they were trying to explain to the abutters that the parking problems could be alleviated with the use of the lights and then only two games would be held at one time, the Kaley Field lights would be turned off by 10 p.m. and the Perham Field lights would be off no later than 9 p.m. Mr. Walker explained the MCAA needed to let people know they need to move their cars when the games were completed. Vice-Chairman Herman asked if there was anything further, to which there was no additional information given. Selectman O'Connell motioned to allow the MCAA to put up the lights in accordance with the information presented tonight. Selectman Daniels seconded. All were in favor.

Bob Ranck, North River Road Athletic Field neighbor, asked if the abutters could add anything to the discussion? Vice-Chairman Herman indicated she had asked if there was further information, but there was no response, so the Board of Selectmen felt it had done what it could and it was now between the abutters and the MCAA. Mr. Ranck noted it was between the Town and the abutters. Vice-Chairman Herman indicated the Board of Selectmen had heard both positions on this issue, and noted there had been follow-through from both sides, and that this needed to be put to rest. Mr. Ranck asked if MCAA had provided information from Chief Douglas to the Board, to which Vice-Chairman Herman indicated he had. Mr. Ranck indicated it was discussed in 1994 that there would not be lights on that field. Vice-Chairman Herman indicated the Board of Selectmen had worked through this from both sides and had made a decision. Mr. Ranck suggested the Board of Selectmen were listening to lies. Vice-Chairman Herman noted it was a very heated discussion from both sides. She noted the Board had taken its action and that Mr. Ranck could stay in communication with Town Administrator Chambers from here on if he wished.

- 6:30 p.m. - Presentation to the Board. Reverend Dana Miller addressed the Board explaining a few weeks ago many area pastors had gotten together to sign a marriage commitment where they agreed to work to strengthen marriages and prevent divorces. He introduced Kyn Gdanian and Sheila Rubdi, and noted they also were pastors in Town. The area pastors just wanted the Town to know that they are committed to training and working with people on this matter. They added they are trying to put together people from various parishes with people whose marriages are in trouble to help them through different issues. They indicated this week, President Bush and Governor Benson declared October 12-18 as Marriage Protection Week and the pastors believe this will have an impact on this community. They noted it was very important that people get married and that the church wants to help people realize that it is a sacred act and hope that this will impact young people who come to get married. They added there are also pastors from Amherst that signed this agreement and are committed to this. The certificate was presented to the Board of Selectmen and it is hoped it will be hung in Town Hall. Kyn Gdanian noted this was the first community in New England that has had this agreement signed and the Town should be proud. Vice-Chairman Herman thanked the pastors and accepted the certificate on behalf of the Town.

- 6:45 p.m. - Merton Group. Terrence McGardy representing Merton Group explained the results of the broadband survey, which was performed in Town over the last two months to determine if there was sufficient interest in Town to start up a municipal broadband network. He noted there was a meeting two weeks ago in Bedford about their similar results. Merton Group learned that this Town falls into the category of not having enough people interested to make this change overly profitable. The results showed a 77% acceptance to do something if it did not increase taxes. Only 25% were willing to switch to broadband, which is very low - one of the lowest Merton has found. 37% are interested in broadband television; broadband television does improve the likelihood of success with the project but it is break even in its cost. Broadband television does not lend much to the mix; by the time the equipment is paid for it is not profitable. Broadband in Milford would only break even. In other towns, the numbers were higher than in Milford. He noted it was a surprise to find the low interest in switching from dial-up to broadband; this Town would be barely above break even. He added many subscribers have not seen what increased speeds would be like. If two or three towns could be put together, it would change the economic situation by improving it significantly. He indicated bond attorneys would typically speak about all the things that will go wrong with this type of project. Legislation is in process, which would make bonding permissible for such projects. Vice-Chairman Herman explained Milford has a 7-year contract with Adelphia, and advised by the time that contract comes to an end, this Town could be

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ready for broadband. Mr. McGardy would like to see Milford continue to pursue this to get details on some items and get information to residents. Selectman O'Connell asked why the Town would want to own a utility? Mr. McGardy responded this is to see if Milford can make some money for the Town. If in 6 months, more market surveys are done, and the number of interested residents increases, maybe better numbers will show. Leen Int'l Veld, Data Operations Technician, felt the Town should continue the study for a few more months to see if there is any progress. The feasibility study showed that the users want this service. This might not generate the kind of cash the Town would like to see, but it may still be viable.

Vice-Chairman Herman advised her concern was that there was a difference between continuing to keep our eyes open to these services, but we might not be ready to jump in on it. Mr. In't Veld indicated the Town may not be ready to implement this, but there are very positive stories about implementing these services. Vice-Chairman Herman indicated she felt this was a pivotal decision on what the Town wants to be. Heather Anderson, Merrimack Director of Communications, does not look at this as a technical hub; it is an economic development tool. This could be for small stores or for large corporations. The Town wants economic development and advanced communications are needed for that. She believes this gets brought in for residents and businesses alike, it is more of a universal approach, and that is how Merton is viewing it. Vice-Chairman Herman commented this is a very pro-technology Board of Selectmen. The mindset of the Town may not have joined that line of thinking yet. It may not take long, but working with Adelphia may require people to take a conservative approach and wait to see what happens. Mr. McGardy felt it still needed some time, but noted it needed some attention too. He advised the questionnaire was sent out without the public even knowing why it was being sent out. It might be worthwhile looking at the questionnaire again in another 4-5 months with an explanation of what the questionnaire is to be used for.

Town Administrator Chambers asked if the questionnaires were sent only to voters and no businesses or industries? Mr. McGardy answered it only went to residents. Mr. In't Veld asked where should the project go from here? Vice-Chairman Herman stated the Board of Selectmen was not ready to take a position yet. Selectman Mannino would like to review the information again, but does not want to just drop it. Vice-Chairman Herman asked Mr. In't Veld what kind of time was required for him to stay in the loop? It was indicated Mr. In't Veld needed to take a position based on the Board of Selectmen decision. Mr. McGardy noted Mr. In't Veld's involvement has been positive and it was not task specific, but included the following: 1) understanding where the legislation process is going; 2) looking at options as they evolve (looking at a cluster approach); 3) using Mr. In't Veld to bounce ideas off of. Selectman O'Connell did not feel the Board of Selectmen wanted to stop the process, though the Board was not ready to make a decision tonight. She added the Town employees are extremely busy and are needed to do a lot of things. She noted the door should be left open, but the Board should not commit to more than that.

Selectman Daniels noted he understood that residents did not want taxes to go up. He advised that people probably did not know what this service was, and he felt if it were explained to people, there might be an increase in interest. Selectman Daniels was unsure he would agree to a cluster configuration. If this would be something to benefit the Town, we need to get the number of people surveyed who were in favor of the project to 50%. Vice-Chairman Herman felt there needed to be other people involved from the community, not just the Board of Selectmen. Mr. In't Veld agreed and added he felt he could get volunteers to work on a committee of this type. Mr. In't Veld asked if the Board of Selectmen could take a position regarding a committee being established to get more information to educate the people. Vice-Chairman Herman would like the committee to look not only at this communication, but all communications in Town. She advised the driving force needed to come from the community, not from the Board of Selectmen. Mr. McGardy agreed to help Mr. In't Veld with the education and selling portion of the project, and advised that now that the idea has begun, let's educate citizens and see where this goes.

5. UNFINISHED BUSINESS:

- **Default Budget.** Rose Evans, Finance Director, explained to the Board of Selectmen there were a couple of items that changed since the last review of the default budget including Health Insurance cost increases and items she double checked and had found to have errors. She noted some of the Library employees were in a separate fund, then the Board of Selectmen decided to move them for benefits to the General Fund so they needed to be moved which changed the numbers. Just Library benefits moved, not Salary & Wages. She also noted there was a dental premium increase, which had not been previously included. There were some positions eliminated; that also affected the numbers.

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Vice-Chairman Herman asked about the \$80,000 being taken out. Ms. Evans responded that would be put into a Warrant Article. Vice-Chairman Herman asked if the Town did not accept the MACC Base contract, then what? Town Administrator Chambers indicated the funds would go back into the budget; a decision will be made before the end of the year. It was noted the budget should be stamped DRAFT before it is given to anyone, to ensure people understand it is preliminary and may change. Vice-Chairman Herman indicated she wanted to keep the MACC Base line highlighted so there is discussion on it; there should be something there to promote discussion. Vice-Chairman Herman felt it should stay in the budget to give everyone a real number in case it needs to stay in.

Selectman Daniels commented on the jump in insurance costs. Ms. Evans explained the increase was not taken into account for July-December last year, so that was factored into this version. Selectman Daniels asked what Tax Mapping was? Ms. Evans explained that was an item for the Assessing Department. Selectman Daniels asked why more money was being requested for that department, when what was budgeted last year was not used? Town Administrator Chambers explained that number was not predictable and noted the year before it was over-expended. If a subdivision comes in for another phase, the Assessor's Office has to do a lot of changes to lot lines. Selectman Daniels noted it was speculative, that was the problem, to which Selectman O'Connell replied we could not get away from speculation with something like that. Selectman Daniels did not feel the increases in gas, electric and heat belonged in the default budget. Selectman Daniels motioned that the prices be adjusted as follows for the 2004 budget:

Town Buildings	Annex Heat & Oil \$	500
Town Buildings	DPW Garage	\$ 5,400
Town Buildings	Town Hall Heat & Oil	\$ 9,500
Police	Gasoline	\$18,676
Ambulance	Gasoline	\$ 544
Ambulance	Gasoline - Diesel	\$ 2,048
Fire	Heat & Oil	\$ 4,500
Fire	Gasoline-Diesel	0
Highways & Streets	Gasoline	\$23,184
Solid Waste	Electricity	\$ 5,760
Solid Waste	Heat & Oil	0
Solid Waste	Gasoline	\$ 6,000
Library	Heat & Oil	\$ 6,000

Vice-Chairman Herman indicated the Police budget needed to include another car and officer on the road, to which Selectman Daniels noted he felt it could be broken down by the number of vehicles and calculated accordingly.

Selectman Mannino seconded the motion. All were in favor of the motion, except Selectman O'Connell who was opposed. Ms. Evans will make the requested changes to the default budget and submit it to the Budget Committee stamped DRAFT at the top. Selectman Daniels asked why the library numbers increased. Ms. Evans responded the Library Trustees had changed one of their part-time positions into full-time position.

- Setting Dates and Locations for 2004 Budget Hearing and Deliberative Session. It was noted a Budget Hearing on a Saturday date was still being considered. Vice-Chairman Herman indicated she had spoken with the School Board Chairman and another School Board member and they were not confident that a joint Saturday date would work for them, but noted the Town could still have its own meeting on Saturday. Selectman Daniels asked if the meeting would start in the morning or afternoon? Vice-Chairman Herman advised if the School Board did not want it on Saturday, the Town could go forward in the morning. Selectman O'Connell suggested setting a date so that the Town could start planning. Vice-Chairman Herman asked if the voter's guides would be sent as postcards asking interested people to pick up a copy at a location, or would the entire book be mailed? Selectman Daniels thought it was decided to send the books only for voting, not the Deliberative Session. Selectman Daniels will have this added to the School Board agenda for discussion on October 20 so an answer will be provided prior to the next Board of Selectmen's meeting on October 27.

- Town Hall Space Rental Fees. All policies and fees for Town Hall space rentals were reviewed. It was noted non-profit organizations could use the facility for free, unless the kitchen and/or food in the Auditorium is requested. It was also noted the kitchen now carries a separate fee instead of it being included in the Banquet Hall and Auditorium fees. It is proposed to increase the key deposit to \$25, and the custodian's fees are clarified in the new guidelines.

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Selectman Daniels asked if the \$75 fee for food being served in the Auditorium was new? Town Administrator Chambers indicated it has always been part of the fee structure. Selectman O'Connell motioned to accept the new fees. Selectman Mannino seconded. All were in favor.

- Consideration of a Traffic Light at the Nashua St. & Power St. Intersection. Town Administrator Chambers noted the Town had received a check for \$580 from Hy-Ten, a company on Powers Street that had been solicited for contributions toward the traffic study by Saint – Gobain, another Power Street company, to go a toward traffic study for this intersection and surrounding area. Town Administrator Chambers will keep the Board of Selectmen up-to-date on other donations. It was noted the traffic study would be done after the funds are received.

- Osgood Pond Update. Town Administrator Chambers received a proposed schedule for the dredging of Osgood Pond from the Army Corps of Engineers. The Corps is projecting September 2004 as a start date with completion hoped for by the end of 2005. This timeline was planned conservatively; some items could take place faster than noted. It is difficult to determine the time required for the permitting process. It was noted the Adams Field, where the dredging operation will be set up, would be unusable through 2006. Also, the land that borders the BROX wetlands being reclaimed would be deemed conservation lands after this project is completed. Vice-Chairman Herman asked if the timelines were expedited, would the construction get expedited? Town Administrator Chambers indicated it was not likely that could happen. Selectman Daniels asked about the 26-30 acres of BROX land to be re-stored with the dredged material, would that affect the sale of land? Town Administrator Chambers replied no; it is all bordering wetlands anyways. All 26-30 acres are all in the wetland buffers and cannot be built on.

6. NEW BUSINESS.

-MIDC - BROX Property Marketing. Selectman Daniels explained the Milord Industrial Development Corporation (MIDC) had met on October 1, and the meeting centered on the marketing of the BROX property. They have requested the Board of Selectmen take positions regarding the following:

- If Board of Selectmen is interested in developing industrial property;
- What commitment the Board of Selectmen is willing to make for infrastructure cost;
- Is the Town willing to give a developer land in exchange for developing infrastructure;
- Is there the possibility of developing property that is unacceptable;
- Is Board of Selectmen willing to share the cost of marketing the sale of property;
- Can Vear Commercial Properties be used to market the property;
- Does Board of Selectmen want to do it or have the committee do it;
- Does MIDC negotiate or Vear Commercial Properties or Board of Selectmen;
- Does Board of Selectmen need to meet with MIDC;
- What kind of funding is Board of Selectmen willing to put up.

Town Administrator Chambers explained the Board of Selectmen has \$5,000 in next year's budget to help MIDC with funding for this; that money was to hire Vear. Vice-Chairman Herman asked if there was only \$5,000 or was there more. Town Administrator Chambers thought there was about \$15,000 total the remainder being MIDC funds. Selectman Daniels indicated MIDC did not want to use all their money to hire Vear. Selectman O'Connell would like to meet Vear because she felt this project was about more than just the marketing of the property. Selectman O'Connell asked if the Board of Selectmen needed to ask Townspeople about how they felt about the BROX property being utilized for schools, cemeteries, etc? It was asked if the Board of Selectmen wanted the Planning Board to control growth in Milford? Vice-Chairman Herman indicated the Board needed to set up a meeting with MIDC. Town Administrator Chambers noted the Town has access through Community Development Block Grants (CDBG) to between half and one million dollars for infrastructure development that MIDC is discussing. Vice-Chairman Herman indicated that at the meeting with MIDC the Board needed to make sure all are made aware of the background of BROX. Bill Parker, Planning Director, has some information on the background and it was suggested everyone should become familiar with it. Selectman Daniels noted MIDC did not want to go forward until they had the Board of Selectmen's approval. Town Administrator Chambers will speak to Mr. Parker about planning a meeting of the Board of Selectmen, Planning Board, and MIDC.

- Request for Restoration of a Budget Line Item. No action was taken on this request submitted by the Ambulance Director, Eric Schelberg.

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- **Request for Revisions to Employee Manual.** Board of Selectmen members, as provided by Ruth Bolduc, Human Resources Director, reviewed the proposed revisions to the Employee Manual, a copy of which are attached hereto and made a permanent part of these records. Selectman Daniels motioned to accept the changes. Selectman O'Connell seconded. All were in favor.

- **Homeland Security Agreement.** In response to the recent request from the State that all municipalities complete a lengthy assessment, Town Administrator Chambers noted a concern in regards to the amount of staff time it would take to complete the 146-page assessment form for a grant of unknown amount versus the benefit the Town of Milford might receive. This questionnaire is specifically geared toward identifying potential threat elements specific to weapons of mass destruction in Milford. Completion of this would take the time of the Town Administrator, DPW Director, Town Health Officer, Police, Fire, and Ambulance chiefs, and probably St. Joseph's Medical Center personnel. This would take approximately 2-3 days of everyone's time to complete the paperwork in addition to the independent time in order to prepare for the meeting. Town Administrator Chambers called the State prior to the Board meeting because the application was due October 13, 2003. The State indicated to Town Administrator Chambers it would like the Town to complete it even if it was late. It was noted Wilton was in the process of completing theirs; it seems like a lot of work. Vice-Chairman Herman suggested looking into funding for things the Town would want. Town Administrator Chambers noted this could affect Homeland Security grant funding for emergency equipment. The funding may last or may not last at the Federal level. It is up to the Board of Selectmen whether they want the staff to go forward and complete the application. Selectman Daniels motioned to have Town Administrator Chambers not proceed with this task. Selectman O'Connell seconded. All were in favor.

- **Proposed Town Fees Modifications.** It had been requested of all Town departments to examine the fees their departments charged to the public and to come back to the Board with any changes they might recommend. The Town Clerk / Tax Collector Office proposed to charge for notary public services at Town Hall. The Board decided against this since the taxpayers pay to have people certified as a notary public.

Regarding the Recreation Department's charge for field use, Selectman O'Connell indicated it does not specify groups or individuals. Town Administrator Chambers advised it did not matter, either would be charged if the field were reserved. Selectman Daniels noted he did not understand why fees needed to be charged for fields at all. Town Administrator Chambers explained it is a scheduling issue. People want to use the fields and there is a need to keep some open for general use. Selectman Mannino asked if someone from out of Town reserves the field and he wants to go play ball, does he have to reserve? Town Administrator Chambers indicated it was only for residents, they do not reserve the fields for out of town people or groups. Selectman Mannino commented that it seemed everything was now coming with a price for residents for things citizens have already paid for through taxes. Selectman O'Connell indicated it was up to the Board of Selectmen, and currently the Board is telling the Recreation Department that they need to be self-funded. Selectman Mannino did not see self-funding as having to pay to use the Town property when residents have already paid through taxes. Selectman Daniels did not agree with the idea of having people pay for the use of Town property. Town Administrator Chambers explained the intent was that the Recreation Director position would be self-funded, that the programs, which generate funds, would support expenses and the Recreation Director. Selectman Daniels asked if people who pay taxes want to use Town property, do they need to pay again to use it? Town Administrator Chambers advised if the fees were done away with, it would have a significant impact on the budget. It was noted in-kind trades are also acceptable - trading use of Town fields for use of indoor school gym space for example.

The Recreation Department is planning a new program for the winter; the Town Hall will be hosting a Family Board Game Night. As part of the intent to be self-funded, the Recreation Department is proposing a fee for attendees at the Game Night. Selectman Daniels motioned to approve the \$1.00 per resident and \$2.00 per non-resident fee for Game Night. Selectman O'Connell seconded. All were in favor.

The Souhegan Valley Family Connection holds a twice-weekly Tot-Drop-In program at Town Hall. The Recreation Department has requested approval of an increase in their fees. Selectman O'Connell motioned to approve the Tot-Drop-In fee increase to \$1.00. Selectman Daniels seconded. All were in favor. Selectman O'Connell noted she would attend the Recreation meeting this Thursday.

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The Wastewater Superintendent and Building Inspector were recommending an increase in Sewer Connection fees. The Board tabled this item until they had more information on the substantiation for the increase.

The Ambulance Department is proposing an ambulance service fee increase of 5%. Vice-Chairman Herman noted she would like to see comparable costs; there was just a 5% increase in January 2003.

The Board of Selectmen took no position on all other proposed fees.

- Appointment of new MACC Base Representative & Budget Draft. Mike Putnam has expressed his desire to step down as the Board of Governors (BOG) representative for MACC Base. Town Administrator Chambers has spoken with the emergency chiefs about who might be appointed to the vacancy and it was noted there was one person who was a possibility but it was unknown if this person was interested. Selectman Mannino spoke with that person today, and he indicated before that person commits to the position he wants to meet with the Board of Selectmen and Department Heads and find out what they would need to do and in what direction the position would be going. Selectman O'Connell asked if Selectman Mannino was interested in being the MACC Base representative, but Selectman Mannino explained his schedule would not allow it. Additionally, he noted he works with MACC Base personnel as well. Vice-Chairman Herman suggested finding out if the potential applicant's schedule would allow this position and set up a meeting with them.

Meanwhile, a member of the Board of Selectmen is needed to attend the budget meeting coming up on October 16 at 7:30 p.m. Vice-Chairman Herman agreed to attend that meeting. Selectman Mannino asked how potential applicant could get up to speed with the business before the BOG. Vice-Chairman Herman suggested the potential applicant attend the October 16 meeting as well.

On the MACC Base budget, Town Administrator Chambers noted she believed one item could be removed under the lease purchase. Selectman O'Connell asked if a new tower would still be placed on Town Hall if the Board did not accept the MACC Base proposal. Town Administrator Chambers advised a cellular tower would still be needed even without MACC Base. Selectman Mannino noted the State Police Online Terminal System (SPOTS) in the budget was also being used by the Milford Police Department and asked if it could be removed and if it was necessary in the MACC Base budget. Selectman Daniels wondered why there is such a large increase for the services, since there is such a small increase in population.

- Petition from Verizon and PSNH for Pole Licenses (2) and Buried Cable and Conduit Location (2). It was noted there were other outstanding issues that needed to be resolved prior to the licenses before the Board being approved. The telephone pole on Whitten Road was severed last year and has been in need of repair since then and the telephone poles on Union Street need to be moved prior to having the paving completed. Selectman Mannino motioned to deny the requests until proper action is taken on outstanding issues. Selectman O'Connell seconded. All were in favor.

- Request for Annual Halloween Parade on the Oval. The Milford Elementary School has requested permission to hold the Annual Halloween Parade on Friday, October 31 at 1:30 p.m. on the Milford Oval. Selectman O'Connell motioned to approve. Selectman Mannino seconded. All were in favor.

- Execution of Water User Fees and Sewer Users Fees for the Month of October 2003. The Water User and Sewer User fees for the month of October 2003 were unanimously approved on motion made by Selectman O'Connell and seconded by Selectman Mannino as follows:

Water Users Fees:	\$ 45,652.77
Sewer Users Fees:	\$ 46,643.30

- Request for Water/Sewer Abatement. An abatement request was unanimously approved by motion made by Selectman Daniels and seconded by Selectman O'Connell as follows:

Account	Location	Sewer	Water
Total			
6058200	159 Elm St.	\$169.67	0
			\$169.67

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(Note: Following the meeting it was discovered that the abatement amount was incorrectly requested and this item would need to come before the Board again on October 27, 2003 for rescindment of the motion and re-approval of the correct amount.)

- Request for Acceptance of Payment in Lieu of Taxes. A request was made by the Milford Mill Housing to make a payment in lieu of (school) taxes. Town Administrator Chambers explained that this complex is subsidized housing and in accordance with NH statute, they may make a payment in lieu of taxes. The payment is the equivalent of what the Town and County tax on the property would be if they had paid taxes. Selectman Daniels motioned to accept the payment in lieu of taxes as a non-tax contribution to the Town. Selectman O'Connell seconded. All were in favor.

- Request for Property Tax Abatement. Vice-Chairman Herman indicated that Board of Land and Tax Appeals (BTLA) did the Town a disservice and the Town lost on this issue. Selectman O'Connell motioned to approve the abatements as follows, to which Selectman Mannino seconded. All were in favor.

<u>Owner</u>	<u>Location</u>	<u>Map/Lot</u>	<u>Abate- ment</u>
George Katsoulis	6 Farmington Rd.	054-004	\$1,660.43
George Katsoulis	6 Farmington Rd.	054-004	\$1,765.85

- Request for Permission to Solicit (Milford Lioness Club). The Milford Lioness Club has requested permission to sell raffle tickets at various locations in Milford during the month of October and in the beginning of November. Selectman O'Connell motioned to approve. Selectman Daniels seconded. All were in favor.

- Request for the Planting and Dedication of a Tree in Hazel Adams Burns Park. Jennifer Fox, citizen, has requested Board of Selectmen permission to plant a tree at the Hazel Adams Burns Park near Osgood Pond in memory of Taylor Lynn Krasucki who passed away on September 14, 2003 at the age of 5 1/2 months. Town Administrator Chambers thought the Hazel Adams Burns Park might not be the best place due to the very small size of the park and maybe a different park would be more suitable. Vice-Chairman Herman asked what happens if the tree requires maintenance, who would be responsible? Town Administrator Chambers suggested maybe the tree could be planted at Keyes Field, the Town's largest park for children; if the tree does not thrive, we cannot guarantee replacing it. Vice-Chairman Herman wanted to be clear that the Town is not responsible to replace or maintain the tree. Vice-Chairman Herman asked if a marker would be placed with the tree. Town Administrator Chambers indicated a marker would need to be maintained and we should limit it to a tree only at Keyes Field to which the Board agreed.

- Workers Compensation Insurance Bid Town Administrator Chambers asked if the Board of Selectmen wanted to bid out the workers compensation insurance, as the Human Resources Director has suggested, because the rate is going up by about 20% with our current carrier. All Board of Selectmen members were in favor of putting it out to bid.

7. ITEMS NOT ON THE AGENDA.

- Petition. Town Administrator Chambers indicated to the Board of Selectmen that a petition regarding contributions to NH Retirement System had been received from a previous employee. It was noted there is a 3-year statute of limitation on these types of petitions. If the Town waives the statute, the Town would be expected to pay the Town's share, which is approximately \$2,800 plus an additional \$3,000 for another period. It was noted there were about 35 employees that potentially fell under this situation prior to 1985 of which 15 had been addressed by Town Meeting vote over 10 years ago. Last year there was a similar request and the NH Retirement System told the Town that it could not be addressed because of the 3-year statute of limitations. The State has advised we can waive the statute on this one however. Selectman Daniels motioned to deny the request because the 3-year statute of limitations has expired. Selectman Mannino seconded. All were in favor.

- US Cellular. Town Administrator Chambers indicated that she would attending the upcoming Planning Board meeting to discuss the cellular tower because the Town is considered the owner of the Town Hall and requested that Board members attend as well.

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- Growth Management. Selectman O'Connell asked for Board of Selectmen opinion on Growth Management for the Town. Milford currently has 40% of its housing classified as multi-family homes (condos, converted Victorians, apartments). Milford is doing its fair share for the area for multi-family housing and it was suggested the Town should put a moratorium on growth for 5 years to allow our tax rates to settle and allow the other towns to catch up and to share the responsibility for multi-family housing. In this growth management plan there is an exception for elderly housing. Multi-family housing demands more services for a lot of things. Selectman Mannino asked if a result of a growth management plan would be an increase in rent for people who are renting now? Selectman O'Connell indicated it could, but it was noted Milford is second to Nashua with the number of multi-family housing units. In order to slow growth, this is one of the only ways the Town can do it. This is the fastest way to slow things down for 5 years. Selectman Mannino noted he is concerned about the growth, but it seems this would cause an increase in rent rates. Selectman O'Connell indicated the surrounding towns do not have a significant number of multi-family housing units. Selectman Mannino asked about the people who can't pay rent as it is? Vice-Chairman Herman advised the rent was going to go up anyway; that growth is running throughout Southern NH. Even if there were more buildings, the rent would still go up due to tax increases, among other things.

Selectman O'Connell suggested what was happening was that Milford was drawing people to Town because it has the housing, but people aren't staying long, they move on after a short while. Selectman Daniels asked what has happened in other communities that have raised rents while taxes were going up. Selectman O'Connell did not have an answer, but noted other towns have put a moratorium on growth. By providing multi-family housing, Town Administrator Chambers noted, it brings in more kids, which increases the need for schools and raises the tax rate. Selectman Mannino asked about houses with an in-law apartment? Selectman O'Connell believed that was considered a single family home. The final draft of the growth management plan will be discussed tomorrow night at the Planning Board meeting. Town Administrator Chambers noted if the Town went ahead with the moratorium, it could always be rescinded if the situation changes.

Keep in mind, noted Selectman O'Connell, that the more multi-family housing that is brought to Town, the more demand it would put on the Wastewater Treatment Facility (WWTF). The faster the Facility reaches capacity the more pressure is put on expanding it and additional emergency services would be needed as well. Town Counsel Bill Drescher has looked at the growth management plan already. Selectman Daniels asked how often a moratorium could be done. Town Administrator Chambers believed it could be done as often as it was needed and could be justified. Vice-Chairman Herman asked for a motion. Selectman Mannino felt the sense of the Board was that there was a concern about growth, rent prices in Town and how the character of the Town was sliding away and that Milford was becoming West Nashua.

- Police Station Recommendation and 2004 Warrant Articles. On October 30, from 7:00 p.m. until 9:00 p.m. there will be a meeting at Chappell Tractor to review the Facilities Planning Committee's recommendation for a new police facility. Another meeting is scheduled October 27 at 4:00 p.m. to review 2004 Warrant Articles. Selectman Daniels noted he would like to see another meeting about the budget because he does not like that there is over an 11% increase proposed. Town Administrator Chambers noted that she had requested of the Budget Committee Chairperson that the operating budget be settled between the Board of Selectmen and the Budget Advisory Committee by December 1. Vice-Chairman Herman noted that she thought the Board should discuss items that members were concerned with before December 1. A meeting was scheduled for November 10 at 2:30 p.m. to discuss both Warrant Articles and budget issues.

8. INFORMATION ITEMS.

9. ANNOUNCEMENTS.

- Next BOS Meeting. The next regular meeting of the Board of Selectmen will be Monday, 27 October 2003, at 5:30 p.m.

There being no further business to come before this Meeting, the Board adjourned at 9:50 p.m.

Chairman

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Vice-Chairman
